

**PART-CAMO APPROVAL RECOMMENDATION REPORT EASA FORM 13-CAMO****Part 1: General**

Name of organisation and approval reference: **XXXXXXXXX EE.CAMO.00xx**  
Audit period: **From: mm.yyyy to: mm.yyyy.**

Date(s) of audit	Klõpsake kuupäeva sisestamiseks.	Klõpsake kuupäeva sisestamiseks.	Klõpsake kuupäeva sisestamiseks.	Klõpsake kuupäeva sisestamiseks.
Audit reference:				
Address of facility audited:				
Requested approval rating:				
Form 2 dated:	Klõpsake kuupäeva sisestamiseks.	Klõpsake kuupäeva sisestamiseks.	Klõpsake kuupäeva sisestamiseks.	Klõpsake kuupäeva sisestamiseks.
Person(s) interviewed:				
Competent authority inspector(s):				
Date of EASA Form 13-CAMO Part 1 General completion	Klõpsake kuupäeva sisestamiseks	Klõpsake kuupäeva sisestamiseks	Klõpsake kuupäeva sisestamiseks.	Klõpsake kuupäeva sisestamiseks.

Competent authority office:  
Estonian Transport Administration, Aviation Division, Technical Department

# **PART-CAMO APPROVAL RECOMMENDATION REPORT EASA FORM 13-CAMO**

## **Part 2: Part-CAMO Compliance Audit Review**

C - In compliance; F – Finding; R – Remark/Recommendation; N/A – Not applicable; N/R – Not reviewed; IC – Implementation check

Para	Subject	Audit ref.:	Audit ref.:	Audit ref.:	Audit ref.:
CAMO. A.115	Application for an organisation certificate	-	-	-	-
CAMO. A.120	Means of compliance	-	-	-	-
CAMO. A.125	Terms of approval and privileges	-	-	-	-
CAMO. A.130	Changes to the organisation	-	-	-	-
CAMO. A.135	Continued validity	-	-	-	-
CAMO. A.140	Access	-	-	-	-
CAMO. A.150	Findings	-	-	-	-
CAMO. A.155	Immediate reaction to a safety problem	-	-	-	-
CAMO. A.160	Occurrence reporting	-	-	-	-
CAMO. A.200	Management system	-	-	-	-
CAMO. A.202	Internal safety reporting scheme	-	-	-	-
CAMO. A.205	Contracting and subcontracting	-	-	-	-
CAMO. A.215	Facilities	-	-	-	-
CAMO. A.220	Record-keeping	-	-	-	-
CAMO. A.300	Continuing airworthiness management exposition	-	-	-	-
CAMO. A.305	Personnel requirements	-	-	-	-
CAMO. A.310	Airworthiness review staff qualifications	-	-	-	-
CAMO. A.315	Continuing airworthiness management	-	-	-	-
CAMO. A.320	Airworthiness review	-	-	-	-
CAMO. A.325	Continuing airworthiness management data	-	-	-	-
Competent authority inspector(s):		Vali	Vali	Vali	Vali
Date of EASA Form 13-CAMO Part 2 completion:		Klõpsake kuupäeva sisestamiseks	Klõpsake kuupäeva sisestamiseks	Klõpsake kuupäeva sisestamiseks	Klõpsake kuupäeva sisestamiseks
Competent authority office: Estonian Transport Administration Technical Department					

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### **Part 3: Compliance with PART-CAMO continuing airworthiness management exposition (CAME)**

C - In compliance; F – Finding; R – Remark/Recommendation; N/A – Not applicable; N/R – Not reviewed; IC – Implementation check

		Audit ref.:	Audit ref.:	Audit ref.:	Audit ref.:
<b>PART 0 General organisation, safety policy and objectives</b>					
0.1	Safety policy, objectives and accountable manager statement	-	-	-	-
0.2	General information and scope of work	-	-	-	-
0.3	Management personnel	-	-	-	-
0.4	Management organisation chart	-	-	-	-
0.5	Procedure for changes requiring prior approval	-	-	-	-
0.6	Procedure for changes not requiring prior approval	-	-	-	-
0.7	Alternative means of compliance procedure (AltMoC)				
<b>PART 1 Continuing airworthiness management procedures</b>					
1.1	Use of aircraft continuing airworthiness record system and if applicable, aircraft technical log (ATL) system	-	-	-	-
1.1a	MEL application				
1.2	Aircraft maintenance programmes (AMP) – development amendment and approval	-	-	-	-
1.3	Continuing airworthiness records, responsibilities, retention, access	-	-	-	-
1.4	Accomplishment and control of airworthiness directives	-	-	-	-
1.5	Analysis of the effectiveness of the maintenance programme(s)	-	-	-	-
1.6	Non-mandatory modification and inspections	-	-	-	-
1.7	Repairs and modifications	-	-	-	-
1.8	Defect reports	-	-	-	-
1.9	Engineering activity	-	-	-	-
1.10	Reliability programmes	-	-	-	-
1.11	Pre-flight inspections	-	-	-	-
1.12	Aircraft weighing	-	-	-	-
1.13	Maintenance check flight procedures	-	-	-	-

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<b>PART 2 Management system procedures</b>					
2.1	Hazard identification and safety risk management schemes	-	-	-	-
2.2	Internal safety reporting and investigations	-	-	-	-
2.3	Safety action planning	-	-	-	-
2.4	Safety performance monitoring	-	-	-	-
2.5	Change management	-	-	-	-
2.6	Safety training and promotion	-	-	-	-
2.7	Immediate safety action and coordination with operator's emergency response plan (ERP)	-	-	-	-
2.8	Compliance monitoring	-	-	-	-
2.8.1	Audit plan and audits procedure	-	-	-	-
2.8.2	Monitoring of continuing airworthiness management activities	-	-	-	-
2.8.3	Monitoring of the effectiveness of the maintenance programme(s)	-	-	-	-
2.8.4	Monitoring that all maintenance is carried out by an appropriate maintenance organisation	-	-	-	-
2.8.5	Monitoring that all contracted maintenance is carried out in accordance with the contract, including subcontractors used by the maintenance contractor	-	-	-	-
2.8.6	Compliance monitoring personnel	-	-	-	-
2.9	Control of personnel competency	-	-	-	-
2.10	Management system record-keeping	-	-	-	-
2.11	Occurrence reporting	-	-	-	-
<b>Contracted Maintenance — management of maintenance</b>					
3.1	Procedures for contracted maintenance	-	-	-	-
3.2	Product audit of aircraft	-	-	-	-
<b>PART 4 Airworthiness review procedures</b>					
4.1	Airworthiness review staff	-	-	-	-
4.2	Documented review of aircraft records	-	-	-	-
4.3	Physical survey	-	-	-	-
4.4	Additional procedures for recommendations to competent authorities for the import of aircraft	-	-	-	-
4.5	Recommendations to competent authorities	-	-	-	-
4.6	Issue of ARC	-	-	-	-

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4.7	Airworthiness review records, responsibilities, retention and access	-	-	-	-
4.8	ARC extension	-	-	-	-
<b>PART 4B Permit to fly procedures</b>					
4B.1	Conformity with approved flight conditions	-	-	-	-
4B.2	Issue of permit to fly under the CAMO privilege	-	-	-	-
4B.3	Permit to fly authorised signatories	-	-	-	-
4B.4	Interface with the local authority for the flight	-	-	-	-
4B.5	Permit to fly records, responsibilities, retention and access	-	-	-	-
<b>PART 5 Supporting documents</b>					
5.1	Sample documents, including the template of the ATL system	-	-	-	-
5.2	List of airworthiness review staff	-	-	-	-
5.3	List of subcontractors as per CAMO.A.125(d)(3)	-	-	-	-
5.4	List of contracted maintenance organisations and list of maintenance contracts as per CAMO.A.300(a)(13)	-	-	-	-
5.5	Copy of contracts for subcontracted work (Appendix II to AMC1 CAMO.A.125(d)(3))	-	-	-	-
5.6	List of approved maintenance programmes as per CAMO.A.300(a)(12)	-	-	-	-
5.7	List of currently approved AltMoC as per point CAMO.A.300(a)(13)	-	-	-	-

CAME Reference:

CAME Amendment:

Competent authority audit staff. Signed digitally by:

Vali

Competent authority office: Estonian Transport Administration Aviation Division Technical Department

## **PART-CAMO APPROVAL RECOMMENDATION REPORT**    **EASA FORM 13-CAMO**

### **Part 4: Findings regarding Part-CAMO compliance status**

Each level 1 and 2 finding should be recorded whether it has been rectified or not and should be identified by a simple cross reference to the Part 2 requirement. All non-rectified findings must be copied in writing to the organization for the necessary corrective action.

#### **Audit reference:**

No	Part 2 or 3 ref.	Finding	Level	Corrective Action Due Date	Date Closed	Reference

#### **Notes and proposals:**

#### **Audit reference:**

No	Part 2 or 3 ref.	Finding	Level	Corrective Action Due Date	Date Closed	Reference

#### **Notes and proposals:**

#### **Audit reference:**

No	Part 2 or 3 ref.	Finding	Level	Corrective Action Due Date	Date Closed	Reference

#### **Notes and proposals:**

#### **Audit reference:**

No	Part 2 or 3 ref.	Finding	Level	Corrective Action Due Date	Date Closed	Reference

#### **Notes and proposals:**

**PART-CAMO APPROVAL RECOMMENDATION REPORT EASA FORM 13-CAMO****Part 5: Part-CAMO approval or continued approval or change recommendation**

Name of organization and approval reference:

<b>Audit reference:</b>				
<b>The following Part-CAMO terms of approval is recommended for this organisation:</b>				
<b>It is recommended that the Part-CAMO terms of approval specified in EASA Form 14 should be continued.</b>				
<b>Name and signature of recommending competent authority inspector (signed digitally:</b>	<b>Vali</b>	<b>Vali</b>	<b>Vali</b>	<b>Vali</b>
<b>Date of recommendation:</b>	Klõpsake kuupäeva sisestamiseks.	Klõpsake kuupäeva sisestamiseks.	Klõpsake kuupäeva sisestamiseks.	Klõpsake kuupäeva sisestamiseks.
<b>Form 13-CAMO review performed by:</b>	<b>Vali</b>	<b>Vali</b>	<b>Vali</b>	<b>Vali</b>
<b>Date of review:</b>	Klõpsake kuupäeva sisestamiseks.	Klõpsake kuupäeva sisestamiseks.	Klõpsake kuupäeva sisestamiseks.	Klõpsake kuupäeva sisestamiseks.

**This administrative act may be challenged by sending a challenge to Estonian Transport Administration Aviation Division (Lõõtsa 5 11415 Tallinn, phone +372 610 3500) within 30 days starting from the date of becoming aware of the administrative act**